

Calls for Art:

Annual May 1 Gallery Proposal Deadline

The Visual Art Gallery (VISA Gallery) is a non-professional gallery within the Marilyn I Walker School of Fine and Performing Arts. Its priority is to serve as a teaching exhibition space and to support course work and creative work by Visual Art undergraduate students. With the approval of the Gallery Committee, the gallery may also be used for faculty-initiated exhibitions, student initiated or curated exhibitions, alumni exhibitions, permanent collection exhibitions, curatorial proposals initiated by independent curators (these may include students), exchanges with other educational institutions, and special campus events.

The exhibition period is from September to July, inclusive. Approximately ten-eleven monthly exhibitions are planned, with fewer/longer exhibition periods based on proposals and additional departmental programming.

Proposals are due May 1st every year.

Open to all current Visual Arts students, instructors, faculty/staff, and alumni.

The VISA Gallery has NO funds available for exhibition, costs, or artist fees.

The VISA Gallery is monitored by gallery assistants (students).

A Gallery Coordinator will assist with gallery.

A professional preparator is engaged to oversee installation.

HOURS OF OPERATION: in general terms the VISA Gallery is open during the academic year to the public at the following times:

-September to April: 1 to 5 pm, Tuesday to Saturdays, and for scheduled opening events

-May to July: 1 to 5 pm, Thursday to Saturday.

Closed for maintenance during the month of August.

NOTE: The VISA Gallery is closed every University holiday, for statutory holidays, and Fall and Spring reading weeks

CONTACTING THE GALLERY COMMITTEE Please address all correspondence to visagallery@brocku.ca

EXHIBITORS: faculty-initiated exhibitions, student-initiated or curated exhibitions, alumni exhibitions, permanent collection exhibitions, curatorial proposals initiated by independent curators (these may include students), exchanges with other educational institutions. Faculty who intend to exhibit works from a future studio class should propose on behalf of the class and provide a thesis/statement for the exhibition.

It is understood that there will be no images of the works in the proposal. The faculty will curate the exhibition by deciding which works will be included and oversee the submission process once those works have been determined.

PROPOSAL REQUIREMENTS: All proposals should be sent to visagallery@brocku.ca with the subject heading GALLERY SUBMISSION and include the following information:

-Visual support material: Submit 10 digital images or time-based media works, or a combination thereof (max 10 items). All visual support material should be an accurate record of the artwork and should be well presented (i.e., properly photographed, colour corrected, cropped).

All visual support material files should be labelled as follows: Last name_First name_zero leading file number (e.g. Smith_Sally_01.jpg, Smith_Sally_02.mp4, etc.,)

Images: Images must be submitted as jpg files. Images should not be larger than 1024 pixels on the longest side and files should not be larger than 1 MB. You may include up to two detail images of your work, if needed, within the 10-file maximum.

Time-based media: Time-based media should be edited to 1-minute samples and submitted as an AVI, MOV (QuickTime Video), MPEG, MP4, WMV (Windows Media Video), MP3 or WAV. Submissions must be PC and Mac compatible. Alternatively, you are welcome to provide a YouTube or Vimeo link.

**See further instructions in the list of visual support materials below.*

Please be sure to test all media submissions and links to ensure they are operable before sending.

List of visual support material: Include title, medium, size, date, duration, as applicable, for all 10 items submitted. The list of visual support material should be numbered to correspond with the jpg/media files submitted (i.e., 01 - 10).

If including links to YouTube or Vimeo for media submissions, please include the links directly in your list and specify which sections of the piece to watch.
(e.g., 3m 02s – 4m 02s.)

Please title this document 'Visual Support Material List' and include your name at the top.

Send as a MS Word Doc file labelled:

Last name_First name_List (e.g., Smith_Sally_List.doc)

Statement: A written artist statement or proposal. One page maximum - word doc files only. Please include this in the email as a word.doc attachment.

Proposed exhibition dates: include your preferred dates and dates that are not possible in case we suggest an alternate exhibition date. All final decisions will be made by the gallery dependent on programming/scheduling.

Additional information as necessary:

Applicants will be notified of the success of their application within 2 months. The final schedule will be determined within these 2 months by the Gallery Committee.

EXHIBITION SCHEDULE:

-Opening Reception Events: To be determined annually. Each exhibition will have a scheduled reception that the Visual Arts Gallery will oversee and plan.

-Exhibition striking and gallery clean-up: Exhibitors are required to ensure work is picked up on time and within instructed and scheduled windows so that the gallery install team can patch the walls, paint where needed, and clean the gallery completely.

Tools and materials are provided however, all work must be install ready. If there are any specific installation requirements, please let the gallery know as these might be determined to be the responsibility of the artist.

Finalized work must be signed off by the gallery coordinator or professional preparator hired by the gallery.

INSURANCE: Brock University will insure all works.

If work is an incoming loan, policy covers the works in gallery and the return shipping of the pieces provided they are packaged appropriately during transit. In this instance, a detailed list of works with values, is required two weeks in advance of shipping or drop off to the gallery.

SHIPPING/CRATES: **not applicable to all proposals*

If this is a requirement for your exhibition proposal, please indicate and communicate it clearly within your proposal. To drop off or deliver a crate to the Visa Gallery, crates (and the skid they are on) must be no larger than 42" wide. Maximum crate width of 34.5", maximum height is 34.5".

Additional details can be found on VISA Gallery webpage and/or please email visagallery@brocku.ca with any questions or concerns regarding your proposal.

Thank you.